

Draft Minutes

Asheville Civil Service Board

March 1, 2013 8 a.m.

HR Training Room on Sixth Floor of City Hall

Present Board: Larry Harris, Virginia Robinson, Marv Rosen and Alan Coxie.

Absent: Jacquelyn Hallum

Staff: Kelley Dickens, Adam Diaz, Holly Waltemyer, and Deputy Police Chief Wood

Guests: Patsy Brison (Board Counsel)

I. Welcome

Larry Harris calls meeting to order at 8:00 a.m..

II. Approval of January Minutes

The Board had no comments or questions regarding the January minutes. Alan Coxie moved to approve the January minutes. Virginia seconded. The motion approved unanimously.

III. Asheville Police Department Captain and Lieutenant Job Spec Changes

Deputy Police Chief Wood explained reasoning behind the job specification changes:

- Executive leadership training is currently mandatory for all Captain and Lieutenants being promoted.
- Candidates had to sign a contract agreeing to complete an approved training program, unless the candidate already successfully completed such program
- The Police training budget was affected by the 2008 economic downturn limiting the department's ability to fund the necessary training programs.
- The Police Chief also recognized the challenges caused by officers being away from family for 3-4 months at a time.
- The Police Chief decided to make the executive leadership training preferred, no longer requiring contracts.

Larry Harris asked how long the requirements have been in place.

- The executive leadership training was preferred under Chief Annarino. Chief Hogan then made them requirements.

Marv Rosen asked if this proposal was a de-emphasis on education.

- This is not a de-emphasis. The Police Department is maintaining the formal education requirements.
- Leadership training is still encouraged

Marv Rosen asked if all recently promoted officers met the current requirements.

- One Captain was registered for leadership training. The Department had to cancel that training in 2009. Deputy Chief Wood believes the department has yet to reschedule the leadership training for that specific Captain.

Alan Coxie asked what the Police Department means by authorized equivalent training.

- This means a law enforcement management oriented training program that helps to further management skills. Approval of programs is considered on a case by case basis.

Alan Coxie moved to approve the recommended changes to the Asheville Police Department Captain and Lieutenant qualifications, which will make leadership training preferred instead of required. Marv Rosen seconded the motion. The motion passed unanimously.

IV. Civil Service Board Membership Expirations

All Board memberships expire in 2013.

- Elections will be held in September for Alan Coxie's and Virginia Robinson's seats.
- City Council will appoint two members in May for Larry Harris' and Jacquelyn Hallum's seats. Larry Harris is not eligible to serve again.
- Marv Rosen's membership expires on March 4, 2013. According to the Civil Service Law, Marv's seat is to be appointed by the other four members of the Board at a meeting held in 30 days after the members elected by the classified service take office.
- Assuming Marv Rosen is willing to continue his term, Patsy Brison suggests the Board vote on allowing Marv to continue his term, as allowed by statute, until the Board elects their fifth member after the election.
- Marv Rosen agrees to continue serving on the Civil Service Board.

Alan Coxie moved to allow Marv to continue his Civil Service Board membership until the Board appoints the fifth member after the election. Virginia Robinson seconded. Marv Rosen recused himself from voting. The motion passed unanimously.

V. Other Business

Upcoming Grievance

- An employee filed an appeal to the Civil Service Board on February 22.
- The City's Legal and HR departments believe this appeal does not meet the requirements to be heard by the Board
- Patsy Brison referenced a few court cases that led her to recommend the Board schedule a hearing to determine jurisdiction.
- The Board members agreed on the following dates for the hearings:
 - March 5 or 20 – For jurisdiction consideration only, or
 - April 1 or 5 – For both jurisdiction and grievance (if the Board decides they have jurisdiction)
- Adam Diaz will contact the grievant and provide the hearing date options.

There is no other business.

Alan Coxie moved to continue this meeting for Tuesday, March 5th at 8:00 am. Virginia Robinson seconded. The meeting was continued at 8:43 am.

Update: The continuation for March 5th was canceled on Monday, March 4th, 2013.